



Virginia State Office of Rural Health (VA-SORH) Sub-Recipient Application Form

Awards consist of **annual grants** that range in value from **\$1,000 to \$35,000**. Recipients **must reapply** each year and will receive subsequent grants based on their progress and performance. **Priority** will be given to grantees that demonstrate a need for the funding, have a clear plan in place for using the funding, and can articulate the anticipated impact of the funding if received.

To be eligible for consideration for a VA-SORH Sub-recipient grant, organizations must:

- Applications will open in **September** of each year and must be submitted by **November 30th** for funding for the next fiscal year **July 1st-June 30th**. Applications must be received **by 5 p.m.** on the day of the deadline. If the deadline falls on a weekend or holiday, the deadline is extended to the next regular business day.
- A public agency, tribal organization or private non-profit holding a 501(c)(3) tax-exemption in the Commonwealth of Virginia that is a designated rural service provider, Rural Health Clinic, Health Professional Shortage Area or a Medically Underserved Area/Population.
- **Project must be completed within 12 months** from the date the grant money is awarded. If your organization is asking for partial funding of a larger project, you must include a total budget plan that clearly shows how the organization will complete the project within 12 months.
- The organization must be able to demonstrate it is **financially stable** through provided statement of other sources of funds.
- The organization must provide a **budget narrative** that supports the requested funding amount.
- **Salaries cannot** exceed more than **25%** of the budget requested from VA-SORH project beyond the intended grant year. **Additional salary tracking information will be required if awarded.**
- **Must demonstrate** future plans without continued funding if the grant is not renewed. Please list all current funding sources.
- **The amount of funding requested must accurately reflect the budget narrative submitted to fund the project; upon review by the panel.**
- Submit a **Metric Tracking Plan that demonstrates proposed outcomes measure that focus on the VA-SORH five target areas**. Metrics must demonstrate a positive impact on the community involved through the target areas of the grant and show measurement tools used to track data collected.
- Innovative **Marketing Plan** that shows collaboration with local health department and/or other organizations focusing on rural needs.
- The organization must have a program currently operating or impacting any of the following focus areas (May combine more than one focus area):
 - Workforce Development Programs
 - Telehealth
 - Substance Abuse
 - Behavioral Health
 - Community Paramedicine

Examples of projects (Potential increase in funding for organizations with projects such as below):

- Integrated healthcare system using EMS and Community Health Workers (CHW's). CHW's are trained on hypertension, diabetic management, etc. and providing teaching during EMS calls for non-emergent patients.

- Opioid-Case management with Law enforcement. Collaborate with local law enforcement to provide case management and resources for substance abuse clients instead of processing client into system during booking process.
- Telehealth Behavioral program using local health department to facilitate telehealth referrals. Collaborate with local health department to house telehealth behavioral health program.

How will organizations be selected?

Applications are scored according to the following criteria:

- **Clarity of plan for project** (0-5 points)
Does the applicant have a clearly articulated plan? Is the plan reasonable? Do they have experience in successfully hosting similar events?
- **Metrics plan** (0-5 points)
Does the plan provide a metric process for measuring desired outcomes? Does it focus on the social determinates of health? Does it demonstrate a positive impact on the community involved through the focus areas of the grant and show measurement tools used to track data collected?
- **Demonstrated need** (0-5 points)
Does the applicant's community have a significant burden or risk factors associated with the SORH focus areas? Or are there disparities within the community or specific subpopulations at greater risk? Is there a gap in services or messaging or political will that the proposed work will help to address?
- **Potential impact** (0-5 points)
What is the potential impact or local significance of this project ? Does the applicant clearly articulate what outcomes will ne achieved? Will the project effect a substantial or influential portion of the community? Will it help to influence or catalyze the development of policy, partnerships, funding, or services?
- **Innovative Approach** (0-5 points)
Does the applicant's project innovatively capture the intended audience? Does the program uniquely tackle rural health disparities that remain sustainable beyond grant funding?
- **Marketing Approach** (0-5 points)
Does the program have an innovative marketing plan? Does the organization utilize local health department in the marketing process?
- **Relevance to prevention of and response to SORH target areas** (0-5 points)
Does the applicant have a clear focus on one or more aspects of the SORH focus areas?
The selection committee will also consider diversity of geography, local community capacity, focus area, and other factors in selecting communities for funding.
- **Current Partnerships** (0-5 points)
Does the applicant currently work with other organizations. Do the partnerships align with the VA-SORH mission and purpose?

VA-SORH Sub Recipient Grant Restrictions

- You may request no more than the amount listed in the summary of funding. Awards to support projects beyond the first budget year will be contingent upon satisfactory progress in meeting the

project's objectives, and a determination that continued funding would be in the best interest of VA-SORH.

- Fund research projects that lack a direct linkage component addressing the following:
 - Healthcare Workforce Development Programs
 - Telehealth
 - Substance Abuse
 - Behavioral Health
 - Community Paramedicine
- Fund travel expenses to conferences, food, completed projects, debt reduction campaigns, building an endowment, land acquisition projects, religious or church-sponsored facilities limited to church membership or projects that exclusively serve religious purposes, general operating costs, fundraisers or raffles, alcohol, entertainment cost, promotional items, advisory boards, honoraria, invention, patent, or licensing costs, lobbying, meals, pre-award costs, promotional items (SWAG,) etc.
- Underwrite sponsorships.
- An organization **may not receive funding for more than one project until the completion or termination of funded program.**

Application Requirements

Limit to 10 pages with the following:

1. Statement of Need
2. Population to be served
3. Project Goals and quantifiable objectives with timeline
4. Budget Narrative
 - a. Salaries cannot exceed more than 25% of the submitted budget.
 - b. No indirect cost
5. Marketing Plan
6. Future Work plan Narrative
7. Metric Tracking Plan

How to Submit an Application

Applications may be submitted by one of the following ways:

- Email: Ashley.clark@vdh.virginia.gov
- Fax: 804-864-7440
- Mail: Virginia Department of Health
Office of Health Equity
Attn: SORH Program Manager
Richmond, VA 23219

Award Notifications

Applications will be reviewed and awards will be announced by **January 10, 2019**. Awardees must submit an updated work plan/budget by May 30, 2019 before funding is awarded July 1, 2019.

Definitions

Annual- Occurring once every year.



Sub-recipient-A non-Federal entity that receives a sub award from a pass-through entity to carry out part of a Federal program.

Financially Stable-Being able to maintain the proposed project without continued funding from VA-SORH.